

**Forsyth Township Board
Regular Meeting
Gwinn Community Center
February 27, 2020**

Supervisor Boogren called the meeting to order at 6:30 p.m.

Board Members Present: Supervisor Boogren, Clerk Borrett, Treasurer Roberts, Trustee Armatti and Trustee Adams

Board Members Absent: None

Also Present: A number of township employees and concerned citizens.

Approval of Minutes: Motion by Adams, supported by Borrett, to approve the Minutes from the January 23, 2020 Regular Board Meeting and February 5, 2020 Special Board Meeting, as presented. Motion carried.

Agenda: Motion by Borrett, supported by Armatti, to approve the agenda as presented. Motion carried.

Public Comment: Superintendent of Gwinn Community Public Schools, Sandy Petrovich, commented on the recent activities of the School Board and the Sinking Fund proposed on the ballot.

Department Reports: The following reports were placed on file: Assessing, Zoning, Senior Citizens Director, Fire, Library, Police, Public Works, and General Operating Financial.

Attorney's Report: Supervisor Boogren stated Attorney Marin was on vacation.

Approval of Bills & Vouchers: Motion by Roberts, supported by Armatti, to approve the bills and vouchers as presented totaling \$112,995.68. Motion carried.

**Forsyth Township
Bills For Approval
2/27/20**

Vendor	Description	Amount
Airgas	PW/FD Cylinder Rental and Gases	712.36
American Welding	EMS Oxygen	87.71
Auto Value	Various Dept Parts	954.41
Bell Physician Practices	EMS Testing	55.00
City of Marquette	Bacteriological Analysis	75.00
College Laundry	Various Dept Carpet/Uniform Svc	648.62
Code Electrical	PD Wiring Repair	847.78
Compudyne	Computer Support & Hardware	8,276.07

Core & Main	Water Parts	1,023.84
Crossroads Truck Repair	Garbage Truck Repair	1,086.50
Dalco	PW/CH Supplies	383.71
Emergency Medical Products	EMS Medical Supplies	1,030.82
Fahey Schultz Burzych Rhodes PLC	Attorney Fees	1,889.00
Ferno	EMS Power Cot Battery	506.62
Fox Marquette	PD Vehicle Repair	210.90
Fred Pryor	OSHA Training	179.00
Frobergs Clothing	PW Boots	250.00
Galls	PD Uniforms	85.62
Gordon Food Store	CH Concession Stand	340.21
Harris	Forms	239.99
Industrial Marketing	PW Holder Parts	909.74
Jandron's	PD Badge Cleaning/Repair	26.00
JF Ahern	PW Extinguisher Recharge/Repair	336.86
LoyalTees	PD Uniforms	702.44
Kimberly Davis	PD CPR Cert Renewal	250.00
Marin Law Firm	Attorney Fees	750.00
Menards	Supplies for Various Depts	1,130.33
Midway Rentals	PW Tools/Uniforms	405.72
MML	Property/Liability Renewal	70,608.00
Nye Uniforms	EMS Uniforms	261.00
Petty Cash	Various Dept Supplies	135.64
Pomasl Fire Equipment	FD Testing	1,547.70
Pomps Tire	PW Tires	183.00
Purchase Power	Postage	537.02
Quill	Office Supplies	1,091.94
Range Telecommunications	Miss Dig	30.35
Remy Battery	PW Batteries	180.41
The Mining Journal	Publishing	897.82
The Office Planning Group	Copier Maintenance	259.56
UPEA	Engineering Services	5,361.00
UP Kubota	PW Kubota Parts	490.01
US Postal Service	SC Newsletter/Postage	136.34
Wells Fargo	PD Equip / MTA Registration	480.45
Wex Bank	Various Dept Fuel	2,405.73
	TOTAL	108,000.22

**Forsyth Township
Additional Bills For Approval
2/27/20**

Vendor	Description	Amount
Ace	Various Dept Supplies	1,059.19
Carpet One	PD Flooring	430.24
College Laundry	Uniform & Carpet Service	31.25
Emergency Medical Products	Medical Supplies	482.88
Galls	PD Uniforms	206.95
Harris	W/S Billing	60.00
Holiday Cleaners	PD EMS Dry Cleaning	87.78
Menards	Various Dept Supplies	117.29
Modeltown Express	Various Dept Fuel	762.47
Nye	EMS Uniforms	454.45
PTS	Pay Phone	50.00
Quill	Various Dept Supplies	207.15
Sun Badge	PD Badge	108.75
US Postal Service	SC Newsletter Postage	82.37
Wells Fargo	Various Dept Supplies	854.69
		4,995.46
Original Bill Listing		108,000.22
Total Accounts Payable		112,995.68

Voucher Numbers for GO, Police, Clubhouse, Ambulance, Library, Water & Sewer: 80995-81173
Voucher Numbers for Tax 1944-1953

ACTION ITEMS:

Zoning – BSA Module (10a.): Motion by Boogren, supported by Borrett, to approve the quote from BS&A for a Zoning Module, totaling \$17,035.00. Motion carried.

Office – Financial/Utility Billing Software (10b.): Motion by Borrett, supported by Armatti, to approve the quote from BS&A to replace the financial and utility billing software, totaling \$77,340.00. Motion carried.

Ambulance Write-Offs (10c.): Motion by Adams, supported by Roberts, to approve the Ambulance Write-Offs, totaling \$21,577.05. Motion carried.

Poverty Exemption Resolution (10d.): Motion by Adams, supported by Boogren, to approve the Annual Poverty Exemption Income Guidelines and Asset Test, as presented. Roll call: Treasurer Roberts – yes, Clerk Borrett – yes, Trustee Adams – yes, Supervisor Boogren – yes, Trustee Armatti – yes. Motion carried.

WHEREAS, the principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the township board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Forsyth Township, Marquette County, adopts the following guidelines for the Supervisor and Board of Review to implement. The guidelines shall include, but not be limited to, the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year. To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the supervisor or board of review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
 - a. Application for exemption shall be filed after January 1, but no later than the day prior to the last day of the December Board of Review meeting. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is being asked for if requested.
- 5) Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget.
 - a. The following are the 2019 federal poverty income guidelines relevant to the State of Michigan. The annual allowable income includes income for all persons residing in the principal residence.

Size of Family Unit	Poverty Guidelines
1	\$12,490
2	\$16,910
3	\$21,330
4	\$25,750

5	\$30,170
6	\$34,590
7	\$39,010
8	\$43,430
For each additional person	\$4,420

The 2020 poverty guidelines are in effect as of January 1, 2020. The [Federal Register notice for the 2020 Poverty Guidelines](#) was published by the STC in Bulletin 14 of 2019.

6) Meet the additional eligibility requirements of the Forsyth Township Asset Test:

- a. The property shall not have been purchased within two (2) years of the application date.
- b. The value of the applicant’s assets shall not exceed \$15,000.
 - i. These assets **shall not be considered** when applying an asset test to determine qualification:
 - The value of the applicant’s primary residence and contiguous residential land
 - The value of personal property, such as furniture and clothing.

NOW BE IT RESOLVED THAT:

The Board of Review shall follow the above stated policies and federal guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

BOR Dates Resolution (10e.): Motion by Borrett, supported by Boogren, to approve the Board of Review Dates Resolution, as presented. Roll call: Supervisor Boogren – yes, Trustee Adams – yes, Trustee Armatti – yes, Clerk Borrett – yes, Treasurer Roberts – yes. Motion carried.

WHEREAS the General Property Tax Act, Act 206 of 1893 as amended, allows alternative dates for the Board of Review meeting; and

WHEREAS the Forsyth Township Board of Review wishes to meet on an alternative date in March.

NOW, THEREFORE, IT IS RESOLVED, Forsyth Township approves allowing alternative starting dates for commencement of the second meeting of the March Board of Review which can be either the Tuesday or the Wednesday following the second Monday in March. MCL

This resolution is effective upon its adoption by the Township Board.

All prior resolutions inconsistent herewith are hereby rescinded.

ADOPTED:

YEAS:

NAYS:

ABSENT/ABSTAIN:

CH – Restroom Flooring (10f.): Motion by Adams, supported by Roberts, to approve the quote from Carpet Specialists, totaling \$2,630.00, to repair the Clubhouse Restroom floors. Motion carried.

W/S C – 140 E. Blueberry (10g.): Motion by Adams, supported by Borrett, to approve adjusting the Water/Sewer bill for 140 E. Blueberry, as recommended by the Water/Sewer Committee. Motion carried.

W/S C – 81 E. Blueberry (10h.): Motion by Boogren, supported by Adams, to approve taking no action on the Water/Sewer bill for 81 E. Blueberry, as recommended by the Water/Sewer Committee. Discussion ensued. Motion carried 4-1.

Rec Committee – Increase Camp Site Fee (10i.): Motion by Adams, supported by Borrett, to approve increasing the full hook-up sites at the Farquar-Metsa Tourist Park to \$30.00 per night, as recommended by the Parks and Recreation Committee. Motion carried.

Rec Committee – Add Member (10j.): Motion by Borrett, supported by Adams, to approve adding Suzie Macario to the Parks and Recreation Committee, as recommended by the Parks and Recreation Committee. Motion carried.

Rec Committee – Dog Waste Station (10k.): Motion by Adams, supported by Boogren, to approve purchasing dog waste stations for \$458.00, as recommended by the Parks and Recreation Committee. Motion carried.

PD – Post for Officer (10l.): Motion by Roberts, supported by Adams, to approve the Police Department posting for an open patrol position. Discussion ensued. Clerk Borrett questioned why we would post if not filling the position. Supervisor Boogren commented on the increasing budget. Trustee Adams does not want to hire an officer just to lay them off soon after. Supervisor Boogren and Trustee Adams would like to have a cost analyst. Roll call: Clerk Borrett – No, Trustee Armatti – No, Supervisor Boogren – No, Treasurer Roberts – Yes, Trustee Adams – yes. Motion failed 3-2.

PD - Promotions (10m.): Motion by Boogren, supported by Borrett, to approve the promotions for the Police Department as recommended by the Police Chief. Motion carried.

Appoint Deputy Treasurer for Tax Collection (10n.): Motion by Roberts, supported by Borrett, to approve the Tax Collection Designee policy, as presented. Motion carried.

Under the new Public Act 129 of 2019, a designee for the township treasurer can accept payments on his or her behalf during required tax collection times. The designee must be approved by the township board. I am recommending the board approve the Treasurer's designee to be the Deputy Treasurer. In

the case the Treasurer and the Deputy Treasurer are unavailable either the Deputy Clerk or Deputy Supervisor will be the designee.

Gwinn Booster Club – Charitable Gaming Resolution (10o.): Motion by Boogren, supported by Armatti, to approve the Charitable Gaming License Resolution for the Gwinn All Sports Booster Club, as recommended. Roll call: Clerk Borrett – yes, Supervisor Boogren – yes, Trustee Armatti – yes, Treasurer Roberts – yes, Trustee Adams – yes. Motion carried.

CH – Brick Restoration (10p.): Motion by Adams, supported by Borrett, to approve the bid from Premeau Construction for \$93,120.00 for the Brick Restoration Project at the Clubhouse. Supervisor Boogren stated there were two bids received. Motion carried.

DISCUSSION ITEMS:

Capital Improvement Plan (11a.): Supervisor Boogren explained the basis of the Capital Improvement Plan. He then went over what was proposed in the current plan and what had been taken out. He reiterated it was not a budget. Nothing in the Capital Improvement Plan would be done unless it was in the budget, or approved by the board. He welcomed any additions to the plan.

20/21 Budget (11b.): Supervisor Boogren commented on the upcoming Budget Workshop, which will be held on March 12th.

Route Labeling and Structure Numbering System Ordinance (11c.): It was the consensus of the Board to leave this Ordinance unchanged. It has been reviewed and is a well written Ordinance.

OLD BUSINESS: None

CORRESPONDENCE: None

Public Comment: Jim Jackson commented on the operation of the water meters. Eric Jancsi commented on the operation of the water meters.

Board Comment: None

Adjournment: Supervisor Boogren adjourned the meeting at 7:15 p.m.

Respectfully submitted,

Stacy Filizetti
Board Secretary

Michelle Borrett
Forsyth Township Clerk